

## Section C: MISAPPROPRIATION OF NA FUNDS

### Anti-Theft Policy:

The Eleventh Concept establishes the sole absolute priority for use of NA funds; to carry the message. The Twelve Concepts for NA Service give the Kings-Tulare Area Men's Retreat Committee a mandate from the NAHome Group that calls for total financial accountability. With this in mind, any misuse of funds by Trusted Servants cannot be tolerated. Should any Kings-Tulare Area Men's Retreat Committee Participant, Administrative Committee member, subcommittee member or Committee Member be found to have allegedly misappropriated, or misused Kings-Tulare Area Men's Retreat Committee funds and/or other assets, the Presiding Officer of the Kings-Tulare Area Men's Retreat Committee, immediately upon calling the Kings-Tulare Area Men's Retreat Committee meeting to order, must fully disclose the alleged misuse of funds and/or other assets and the individual(s) involved. Any member accused of misuse of funds and/or other assets may exercise their Tenth Concept right to redress at this time.

### 1. KINGS-TULARE AREA MEN'S RETREAT COMMITTEE ACTION:

The Kings-Tulare Area Men's Retreat Committee, once informed of the alleged misuse of funds and/or other assets, may suspend the participation of individual(s) involved "with cause" by a two-thirds (2/3) vote, pending investigation and resolution. Having been found to have misappropriated or misused funds and/or other assets, said individual(s)' participation is immediately terminated, with cause, by a two-thirds (2/3) vote.

Additionally, any member removed by the Kings-Tulare Area Men's Retreat Committee for misappropriation or misuse of funds and/or other assets may not hold an elected seat on the Kings-Tulare Area Men's Retreat Committee or its subcommittees or task groups for a period of two (2) years.

### 2. RESTITUTION:

Individuals removed for misappropriation or misuse of funds and/or other assets, are expected to make full restitution of all Kings-Tulare Area Men's Retreat Committee funds. Should a member removed for misuse of funds fail to make full restitution said member may be subject to criminal and/or civil prosecution by the Kings-Tulare Area Men's Retreat Committee.

3. Kings-Tulare Area Men's Retreat Committee trusted servants shall sign an agreement of financial responsibility.

### 4. Procedure for Resolution.

a. A thorough review of all books and financial records.

b. Then schedule a meeting, assuring that the individual(s) who allegedly misappropriated or misuse of funds and/or other assets, is/are informed of the meeting and given the opportunity to present his point of view. After all sides have been heard, a break in the meeting format is encouraged to allow all present time to get in touch with their own Higher Power and focus on spiritual principles, before coming back to decide the best course of action.

c. If the individual admits to the theft and agrees to pay back the funds/and or other assets, a restitution agreement can be developed. Let the individual know that if the restitution agreement is not adhered to, the intent is to take legal action based on the signed and witnessed restitution agreement.

d. A report about the situation shall be published, and regular reports on the status of the restitution agreement shall be published until the agreement is satisfied. Protecting the identity of the person involved is secondary to being accountable to the fellowship for its funds and ensuring that the person is not put in a position where he may do further harm.

e. If the individual refuses to repay the money, or agrees to a plan but does not follow through with the agreement, or if the person has disappeared, it may be appropriate to take legal action. The decision to take legal action is an option that does not compromise traditions or spiritual principles, but it should be our last resort, opted for only when everything else has been tried. We strongly suggest that the decision to prosecute be thoroughly explored before going ahead, using area and regional service committees, the World Service Board, and the Narcotics Anonymous World Services Incorporated as resources.

f. If legal action is pursued one or all of the following may occur:

1. A civil action may be filed against the individual(s) and a judgment for full restitution may be obtained.
2. The Kings-Tulare Area Men's Retreat Committee may pursue a criminal prosecution of the individual(s) through the proper authorities.